



JEWISH CHAPLAIN
Final Filing Date: CONTINUOUS

OPEN - SPOT

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER - Equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation.

EXAMINATION BASE DEPARTMENT OF CORRECTIONS AND REHABILITATION
SPOT EXAMINATION FOR:

SEE ATTACHED LISTING

WHO SHOULD APPLY Applicants who meet the minimum qualifications as stated below and who have not previously tested with the Department of Corrections and Rehabilitation (CDCR) during this testing period. CDCR testing period(s) for this examination is: **JANUARY - DECEMBER**. Applications will not be accepted on a promotional basis.

HOW TO APPLY Submit applications to one of the address(es) indicated on the attached listing of Local Testing Offices. Candidates may only establish eligibility in one location. Applications may be filed in person or by mail.

NOTE: The wearing of denim or gray sweats on institution grounds is prohibited.

NOTE: Only applications with an original signature will be accepted.

APPLICATION DEADLINE/ REQUIREMENTS Each testing office will accept applications continuously and will notify and test applicants as needs warrant.

TEST DATE To learn more about examination date(s), contact the testing office(s) indicated on this bulletin.

SALARY RANGE(S) As of: June 6, 2011

\$3,894 - \$4,867

MINIMUM QUALIFICATIONS

Either I

Ordained rabbi, duly accredited by, and in good standing with, a recognized California rabbinical body.

Or II

A lay person or a vested Cantor who has demonstrated pastoral competence as certified and endorsed by the Board of Rabbis of Northern California or the Board of Rabbis of Southern California. **And**

Experience: Two years of experience in one or a combination of the following:

1. As a chaplain in the armed services, or in a public or private institution. **or**
2. As either a rabbi or assistant rabbi of a congregation. **or**
3. As an ordained rabbi in religious education work, as a teacher, or as a director of religious education or of young people's activities, or as a Hillel director. **And**

Either one or a combination of the following:

1. Completion of twelve months or four quarters of a full-time resident clinical pastoral training program approved by the National Conference on Clinical Pastoral Education. **or**
2. Completion of the equivalent of two years of full-time supervised clinical or field training in pastoral care, social work, psychology, counseling and guidance, or other related fields. **or**
3. The equivalent of one year of service as a National Jewish Welfare Board approved civilian chaplain.

(Full-time graduate study, beyond studies required for ordination, if in pastoral counseling, psychology, or a related field may be substituted for a maximum of six months of the clinical pastoral training, or supervised clinical or field training, or civilian chaplain service, on the basis of one year of graduate study for three months' training or service.) **And**

Education: Completion of theological studies for ordination as a rabbi at a recognized Jewish theological school; and equivalent to graduation from college with a minimum of 12 semester units in counseling, psychology, or a related field.

Special Personal Characteristics: Demonstrated aptitude for working effectively with the socially abnormal; interest in the welfare and spiritual needs of institution residents; insight into factors involved in the development of behavior problems, including a knowledge of mental disorders and principles of mental hygiene; emotional stability, adaptability; firmness; patience; self control; tact; good address; neat personal appearance; pleasant and wholesome personality; and good judgment in moral, ethical, and religious matters.

MINIMUM
QUALIFICATIONS
(CONTINUED)

Qualifying experience may be combined on a proportionate basis if the requirements stated above include more than one pattern and are distinguished as "Either" I, "or" II, "or" III, etc. For example, candidates who possess qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement.

OUT-OF-CLASS EXPERIENCE: A "completion of an out-of-class assignment" memorandum, dated within one year of assignment completion, is required to use as out-of-class experience to meet the minimum qualifications for examination purposes. Employees may obtain this documentation from his/her Institutional Personnel Officer/Personnel Liaison. Out-of-class experience without required documentation will not be considered for examination purposes.

EXAMINATION
PLAN

This examination will consist solely of an evaluation of each candidate's experience and education compared to a standard developed from the class specification. For this reason, it is especially important that each candidate take special care to accurately complete their application. List all experience relevant to the "Minimum Qualifications" shown on this announcement. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained.

Education and Experience -- Weighted 100.00%

Scope: Emphasis in the examination will be on measuring competitively, relative to job demands, each candidate's:

- A. **Knowledge of:**
 1. Factors involved in the development of behavior problems, including a knowledge of mental disorders and principles of mental hygiene
 2. Developmental disabilities
 3. Purposes of mental, developmental, and correctional institutions
 4. Methods of rehabilitation
 5. A manager's/supervisor's responsibility for promoting equal opportunity in hiring and employee development and promotion and for maintaining a work environment that is free of discrimination and harassment
- B. **Ability to:**
 1. Organize, prepare, and conduct Jewish religious services and courses on ethics, religion, and sacred music
 2. Counsel institution residents and their families on moral and ethical problems
 3. Establish rapport with institution residents
 4. Analyze situations accurately and adopt an effective course of action
 5. Effectively promote equal opportunity in employment and maintain a work environment that is free of discrimination and harassment

ELIGIBLE LIST
INFORMATION

A separate eligible list will be established to fill vacancies for the institution(s) on the attached listing. Names of successful candidates are merged onto the list(s) in order of final scores, regardless of date. Eligibility expires **24** months after establishment unless the needs of the service and conditions of the list(s) warrant a change in this period.

POSITION
DESCRIPTION AND
LOCATION(S)

A **Jewish Chaplain**, under direction, gives spiritual and moral guidance to State institution residents; conducts Jewish religious services and instruction; interviews and counsels adult offenders on ethical and moral problems and spiritual matters; presides at Sabbath and Jewish holiday services, and conducts other Jewish rituals as needed by institution residents; organizes and instructs classes in Jewish religion, ethics, and sacred music; cooperates with other staff members in carrying out the institution treatment program; supervises the arranging of programs conducted in the institution by visiting religious and allied groups; assists in problems involving welfare agencies where family help is needed; visits the sick; works with residents in their group and club activities; counsels with families on problems involved in rehabilitation; explains and interprets the institution's religious program to community groups; and serves, when designated, as a member of or consultant to the institution classification committee; and does other related work.

Position(s) exist with the institution(s) listed in the attachment with the California Department of Corrections and Rehabilitation.

SPECIAL TESTING
ARRANGEMENTS

If you have a disability and need special testing arrangements, mark the appropriate box on the "Examination Application." You will be contacted to make specific arrangements.

VETERANS POINTS/
CAREER CREDITS

Veteran's Preference Points will not be granted in this examination since it does not qualify as an entrance examination under the law. Career credits will not be granted in this examination.

GENERAL INFORMATION

Applications are available at Department of Corrections and Rehabilitation offices, State Personnel Board offices and local offices of the Employment Development Department, and online at www.jobs.ca.gov/OEC/jobs/stateapp.aspx.

The Department of Corrections and Rehabilitation reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned changed. Such revisions will be in accordance with civil service laws and rules and all competitors will be notified.

Examination Locations: If this examination requires a written test and/or oral interview, they will be scheduled throughout the State at the correctional institutions, youth facilities, and/or parole regions. However, locations of the written test and/or oral interview may be limited or extended as conditions warrant.

GENERAL INFORMATION
(CONTINUED)

Eligible Lists: Eligible lists established by a competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional; 2) departmental promotional; 3) multidepartmental promotional; 4) servicewide promotional; 5) departmental open; 6) open. When there are two lists of the same kind, the older must be used first.

If you meet the requirements stated in this bulletin, you may take this examination. Possession of the entrance requirement(s) does not assure success in the examination or placement on the employment list. All candidates who pass the examination described in this bulletin will be ranked according to their scores.

General Qualifications: Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination and fingerprinting may be required. In open examinations, an investigation may be made of employment records and personal history.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

FOR CURRENT CDCR TESTING INFORMATION CALL (916) 322-2545
Telecommunications Relay Service (TRS): DIAL 7-1-1
www.cdcr.ca.gov

THIS CANCELS AND SUPERSEDES ALL PREVIOUSLY ISSUED BULLETINS

ATTACHMENT

AVENAL STATE PRISON
P.O. BOX 8
#1 Kings Way
Avenal, CA 93204
(559) 386-0587 EXT. 5082
TDD: (800) 735-2922

CALIFORNIA CORRECTIONAL CENTER
P.O. BOX 790
711-045 Center Road
Susanville, CA 96127-0001
(530) 257-2181 EXT. 4397
(800) 735-2922
TDD: (800) 735-2922
(PLEASE NOTE: HIGH DESERT STATE PRISON ADMINISTERS DELEGATED EXAMINATIONS FOR CALIFORNIA CORRECTIONAL CENTER)

CALIFORNIA CORRECTIONAL INSTITUTION
P.O. BOX 1031
24900 Highway 202
Tehachapi, CA 93581
(661) 822-4402 EXT. 4223
TDD: (800) 735-2922

CALIFORNIA INSTITUTION FOR MEN
P.O. BOX 128
14901 Central Avenue
Chino, CA 91710
(909) 597-1821 EXT. 4440
TDD: (800) 735-2922

CALIFORNIA INSTITUTION FOR WOMEN
P.O. Box 6000
Corona, CA 92878-6000
16756 Chino-Corona Road
Corona, CA 92880-9508
(909) 597-1771 EXT. 5530
TDD: (800) 735-2922

CALIFORNIA MEDICAL FACILITY
P.O. Box 2000
1600 California Drive
Vacaville, CA 95696-2000
(707) 453-7082
TDD: (800) 735-2922

CALIFORNIA MEN'S COLONY
P.O. Box 8101
Highway 1
San Luis Obispo, CA 93409-8101
(805) 547-7900 EXT. 7943
TDD: (800) 735-2922

CALIFORNIA REHABILITATION CENTER
P.O. BOX 1841
5th and Western
Norco, CA 92860
(951) 273-2945
TDD: (800) 735-2922

CALIFORNIA STATE PRISON, CORCORAN
P.O. BOX 8800
4001 King Avenue
Corcoran, CA 93212-8309
(559) 992-8800 EXT. 5009
TDD: (800) 735-2922

RICHARD J. DONOVAN CORRECTIONAL FACILITY
480 Alta Road
San Diego, CA 92179
(619) 661- 7868
TDD: (800) 735-2922

SUBSTANCE ABUSE TREATMENT FACILITY & STATE PRISON at CORCORAN
P.O. BOX 7100
900 Quebec Avenue
Corcoran, CA 93212-7100
(559) 992-7100 EXT. 5646
TDD: (800) 735-2922

CALIFORNIA STATE PRISON, LOS ANGELES COUNTY
Attn: Personnel Office
44750 60th Street West
Lancaster, CA 93536-7620
(661) 729-2000 EXT. 5229
TDD: (800) 735-2922

CALIFORNIA STATE PRISON, SACRAMENTO
P.O. BOX 290010
Represa, CA 95671-0010
(916) 985-8610 EXT. 5336
TDD: (800) 735-2922

CALIFORNIA STATE PRISON, SAN QUENTIN
San Quentin, CA 94964-1086
(415) 454-1460 EXT. 5021
TDD: (800) 735-2922

CALIFORNIA STATE PRISON, SOLANO
P.O. BOX 4000
2100 Peabody Road
Vacaville, CA 95696-4000
(707) 451-0182 EXT. 5557
TDD: (800) 735-2922

CALIPATRIA STATE PRISON
P.O. BOX 5001
7018 Blair Road
Calipatria, CA 92233
(760) 348-7000 EXT. 5229
TDD: (800) 735-2922

CENTINELA STATE PRISON
P.O. BOX 731
2302 Brown Road
Imperial, CA 92251
(760) 337-7900 EXT. 5218
TDD: (800) 735-2922

CENTRAL CALIFORNIA WOMEN'S FACILITY
P.O. BOX 1501
23370 Road 22
Chowchilla, CA 93610-1501
(559) 665-5531 EXT. 5041
TDD: (800) 735-2922

CHUCKAWALLA VALLEY STATE PRISON
P.O. BOX 2289
Blythe, CA 92226
19025 Wiley's Well Road
Blythe, CA 92225
(760) 922-5300 EXT. 5202
TDD: (800) 735-2922

CORRECTIONAL TRAINING FACILITY
P.O. BOX 686
Highway 101 North
Soledad, CA 93960-0686
(831) 678-3951 EXT. 4570
TDD: (800) 735-2922

SALINAS VALLEY STATE PRISON
P.O. BOX 1020
31625 Highway 101
Soledad, CA 93960
(831) 678-5500 EXT. 5584
TDD: (800) 735-2922

VALLEY STATE PRISON FOR WOMEN
P.O. BOX 99
21633 Avenue 24
Chowchilla, CA 93610-0099
(559) 665-6100 EXT. 5603
TDD: (800) 735-2922

DEUEL VOCATIONAL INSTITUTION
P.O. BOX 400
23500 Kasson Road
Tracy, CA 95378-0400
(209) 835-4141 EXT. 5635
TDD: (800) 735-2922

FOLSOM STATE PRISON
P.O. BOX 71
300 Prison Road
Represa, CA 95671
(916) 985-2561 EXT. 4785
TDD: (800) 735-2922

HIGH DESERT STATE PRISON
P.O. BOX 270220
Susanville, CA 96127-0220
475-750 Rice Canyon Road
Susanville, CA 96130
(530) 251-5100 EXT. 5634
TDD: (800) 735-2922
(PLEASE NOTE: THIS INSTITUTION ADMINISTERS DELEGATED EXAMINATIONS FOR CALIFORNIA CORRECTIONAL CENTER)

IRONWOOD STATE PRISON
P.O. Box 2229
19005 Wiley's Well Road
Blythe, CA 92226
(760) 921-3000 EXT. 5403
TDD: (800) 735-2922

KERN VALLEY STATE PRISON
P.O. Box 6000
3000 West Cecil Avenue
Delano, CA 93216
(661) 721-9488 EXT. 5606
TDD: (800) 735-2922

MULE CREEK STATE PRISON
P.O. Box 409099
4001 Highway 104
lone, CA 95640
(209) 274-4911 EXT. 5261
TDD: (800) 735-2922

NORTH KERN STATE PRISON
P.O. Box 5007
2737 West Cecil Avenue
Delano, CA 93216-5007
(661) 721-2345 EXT. 5325
TDD: (800) 735-2922

PELICAN BAY STATE PRISON
P.O. BOX 7200
5905 Lake Earl Drive
Crescent City, CA 95532-7200
(707) 465-9028
TDD: (800) 735-2922

PLEASANT VALLEY STATE PRISON
P.O. BOX 8506
24863 West Jayne Avenue
Coalinga, CA 93210-1135
(559) 935-4966
TDD: (800) 735-2922

SIERRA CONSERVATION CENTER
5100 O'Byrnes Ferry Road
Jamestown, CA 95327
(209) 984-5291 EXT. 5137
TDD: (800) 735-2922

WASCO STATE PRISON
RECEPTION CENTER
P.O. BOX 8800
701 Scofield Avenue
Wasco, CA 93280-8800
(661) 758-8400 EXT. 5192
TDD: (800) 735-2922